



Shahjalal University of Science and Technology
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Office of the Registrar
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Record Number: 37.01.9101.000.030.32.1054.23.117

Date: 10 Mar 2026

Office Order

The University authority is pleased to allow station leave to Ms. Susmita Roy, Lecturer, Department of English, Shahjalal University of Science & Technology, Sylhet, Bangladesh and permit to visit Nepal during Eid-ul-Fitr vacation from 13-03-2026 to 22-03-2026 under the following terms and conditions:

1. That no salary or portion thereof would be paid in foreign currency during her stay abroad.
2. That this University would not bear any expenses for her proposed visit.
3. That She would be bound to join the University after expiry of her visit.

This office order is being issued by the approval of the proper authority.

10-03-2026

Sayed Salim Md Abdul Quadir

Registrar

Phone : 01711468636

E-mail : registrar@sust.edu

Record Number: 37.01.9101.000.030.32.1054.23.117/1 (10)

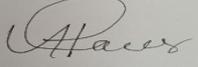
Date: 10 Mar 2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. The Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka-1000, Bangladesh,
;
2. Immigration Officer, Embassy of Nepal, Dhaka, Bangladesh,
;
3. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh,
;
4. Head Department of English, Shahjalal University of Science & Technology, Sylhet, Bangladesh,
;
5. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology;
6. Additional Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology;

7. Ms. Susmita Roy, Lecturer, Department of English, Shahjalal University of Science & Technology, Sylhet, Bangladesh., Bangladesh,
susmitapial@gmail.com;
8. Assistant Registrar, Office of the Pro-Vice Chancellor, Shahjalal University of Science and Technology
;
9. Mr. Md. Moynul Hoque, Assistant Registrar, Registrar office, SUST (For Uploading in University website).,
moynulsust@gmail.com and
10. Personal, File,




10-03-2026
Ataur Rahman
Additional Registrar